

Southern Region

10/18/95

**REPORTING SIGNIFICANT OUTAGES AND EVENTS
SUBJ: IN THE NATIONAL AIRSPACE SYSTEM**

1. PURPOSE. This order defines procedures for notifying the Air Traffic Division and the Air Traffic Control System Command Center (ATCSCC) in a timely manner of significant ATC system interruptions and events.
2. DISTRIBUTION. This order is distributed to all regional ATCT's, FSS's, AFSS's, ARTCC's, San Juan CERAP, Airway Facilities Division, Branch level in the Regional Air Traffic Division, and the Regional Operations Center.
3. CANCELLATION. Order SO 6040.15B dated August 9, 1994 is canceled.
4. BACKGROUND. Due to increased public interest in service outages and other events in the national airspace system there exists a need for timely notification of significant ATC system interruptions and events. This order establishes procedures for expeditious notification to regional and headquarters staff offices. The information provided will be used to determine the overall impact to air traffic operations.
5. PROCEDURES. Air Traffic personnel in ATCT's, FSS's, AFSS's, ARTCC's and the San Juan CERAP shall notify the ATCSCC and/or the Division through the Regional Operation Center (ROC), at (404) 305-5180, of all significant equipment outages and events as defined below. This notification is in addition to normal coordination with Airway Facilities and other required reporting.
 - a. Immediate Notification shall be made to ATCSCC, through the ROC, within five (5) minutes of the occurrence whenever:
 - (1) there is an evacuation of any facility due to fire, smoke, bomb threat, weather, hazmat conditions, etc.
 - (2) there is a total loss of communications, a full power outage, a loss of radar service, or a loss of automation systems, at a level IV or V terminal, a center, or San Juan CERAP.
 - b. Level I, II, and III terminals, FSS's, and AFSS's shall notify the Division, through the ROC, within fifteen (15) minutes of the occurrence whenever there is a total loss of communications, a full power outage, a loss of radar service, or a loss of automation systems.

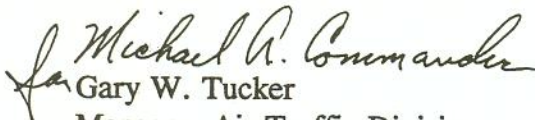
c. Initial reports shall include the following information (if known):

- (1) location of outage
- (2) time of the outage
- (3) what happened (what failed/malfunctioned -- was it power, equipment, etc.)
- (4) what backup is in use

d. Follow-on reports are due to the Division, through the ROC, thirty (30) minutes after the initial event (conference with the ATCSCC as appropriate) and should contain the following updated information:

- (1) additional details on what happened
- (2) how well did the transition to backup proceed
- (3) what is the current situation
- (4) what air traffic restrictions have been implemented
- (5) any known air traffic impacts

e. Reported information shall be coordinated with the appropriate local Airway Facilities personnel to ensure accuracy and consistency with other required reports (i.e. NAPRS).


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